

67-1211

6 March 1967

MEMORANDUM FOR: Special Planning Assistant/DDS

SUBJECT : External Training

1. We have identified seven Government-offered courses for which the Agency is given a definite quota and for which we presently do not budget. In order for OTR to budget for these courses, we will have to increase our external training budget approximately \$55,000.

2. It will be necessary for PPB to transfer \$55,000 external training funds from other components to our budget for FY 68. Would you please so notify It also should be noted that our FY 69 Program Call does not include these additional funds. We, of course, will include them in the FY 69 Office Estimate.

3. We believe the above is in accordance with the guidelines set at our recent meeting with PPB and you on external training budgeting.

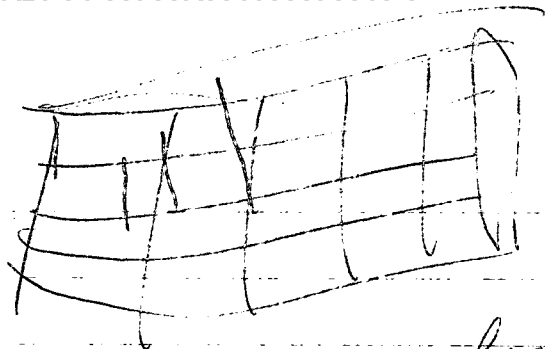
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External
Training

a meeting has
been set up for
10:20 Feb. 6
in our conference
room!!

Funding Procedure

Immediately after the
first of the year we will
have a meeting on this:

Implementation is 1 July 1967
so there is no hurry!
Wm.

TRANSMITTAL SLIP		DATE 7 Nov 66
TO: Mr. Bannerman via Mr. Warfield via		
ROOM NO.	BUILDING	STATE
REMARKS:		
<p><i>Hold till I</i> Recommend your signature. <i>get Back</i> <i>HM.</i> <i>HM.</i> <i>HM</i></p>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

☆ GPO : 1957-O-439445

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